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Approved For Release 2002/05/02 : CIA-RDP80-00773A000100040006-2

13 DEC 1979

MEMORANDUM FOR: Acting Deputy Director for Administration
FROM: Harry E. Fitzwater
Director of Personnel
SUBJECT: Office of Personnel Weekly Report
Week Ending 12 December 1979

1 Recruitment Difficulties: On 5 November 1979,

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[redacted]
from the Directorate of Operations. They talked with two classes of students and saw approximately 40 - 50 people. Out of these, 27 requested applications. (NOTE: This was before the Iranian Crisis.) [redacted] reports that since she had not had any of the applications returned, she called the Kathryn Gibbs' office and found that the girls were hesitant because of overseas assignments. She states that she will go back in January and make another presentation. (U/AIUO)

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2. Recruiter Asked to Serve: [redacted] reports that she has been asked to serve on the planning committee of the 1980 Mid-Atlantic Placement Association. She will be one out of seven members. There will be one Government representative, one from private industry and the rest will be academic representatives. (U)

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3. General Information - Recruitment of Engineers:

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[redacted] recruiter, reports that the Placement Director at the University of Tennessee told him that the Hewlett Packard Company was recently on their campus and had stated they were looking for over 1,000 electrical/electronic engineers. (U)

4. Scientific Recruitment:

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[redacted] recruiter, reports that he recently conducted scientific recruitment at MIT, Southeastern Massachusetts

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Derivative CL BY: 012752
Review on 13 Dec 99
Derived from A9c5.1

WARNING NOTICE

INTELLIGENCE SOURCES
AND METHODS INVOLVED

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and the University of Lowell. At all institutions, the schedules were good and the quality of applicants high. Government schedules have not been good at MIT for other agencies; usually a sign-up of three to four. The Agency had the highest of any federal agency thus far--14. (U/AIUO)

5. Clerical Applicants: We have 37 applicants scheduled to enter on duty in December. This is the largest number of clerical applicants entering on duty in the month of December in several years. The average December clerical EOD figure for the last eight years is 23. (U/AIUO)

6. Military Reserve Speaker: Lt. Colonel Gil Rye, Office of the Deputy Director for Long Range Planning, Director of Plans, HQ USAF, addressed the Joint Military Reserve Training Command on Monday, 10 December 1979. Colonel Rye spoke on Air Force long-range technology planning and focused on planned weapons systems through the year 2000. Weapons systems covered included space vehicles, space platforms and directed energy weaponry. A large number of Agency reservists and non-reservists were in attendance. (S)

7. Senior Intelligence Service: Executive development was the main topic of discussion at the 12 December 1979 meeting of the Senior Intelligence Service informal working group. Members were given copies of the proposed outline so as to be able to advise their respective chiefs if so requested. Among the issues raised were:

- a. Manager versus Specialist
- b. Rotational Assignment.
- c. Individual Input. (Role of the individual in expressing his/her preference for consideration in the development process.) (U/AIUO)

25X1A 8. Service Abroad Agreements: Form 3154, Service Abroad Agreement, was revised to make it consistent with the proposed changes in [redacted] Tours of Duty Abroad, and was forwarded to the Regulations Control Branch for publication as part of the revised regulation. (U/AIUO)

25X1A 9. Benchmark Jobs: A meeting of the Position Management and Compensation Division Benchmark Review Committee was held to review proposed benchmark descriptions drafted by Messrs. [redacted] of PMCD for Medical Services Officer positions at the GS-09, GS-11 and GS-12 grade levels. (U/AIUO)

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10. Open Season - Health Benefits: At the end of the fourth week of the 1980 Open Season, there have been a total of 400 enrollment actions. This is 17 more than received for the same period last year. It is significant to note that the Association Benefits Plan (ABP) over the past week has reversed its trend toward gaining enrollments. As previously reported, through week three, the ABP had increased its enrollment by 23. Thus far the Plan has had a net change in its enrollment to -1. Last year at this time, however, the ABP had a net change in its enrollment of -54. Because of the large volume of actions this week, we are unable at this time to provide any insight into the overall trends for the Open Season. A complete wrap-up of the Open Season with appropriate analysis will be included in the next weekly report. (U/AIUO)

11. Contracts - Storage Companies: The Office of Logistics has advised the Chief of Central Processing Branch that they will extend the present contracts with storage companies through the end of the fiscal year. They will conduct limited open bidding next year. (C)

12. Retirement Activity: The figures shown below represent those employees who have signed for retirement during the months indicated:

	<u>CIARDS</u>	<u>CSC</u>	<u>TOTAL</u>
December 1979	19	15	34
January 1980	<u>61</u>	<u>58</u>	<u>119</u>
Totals	80	73	153 (C)

25X1A 13. CIARDS - Report Concluded: On 7 December 1979, [] completed his review and submitted his report, as required by the Congress, of the Agency's administration of the CIA Retirement and Disability System for the period of 1 July 1978 through 30 September 1979. (U/AIUO)

14. Highlights - Financial Planning Seminar: The highlights of the Financial Planning Seminar, which was held in the Auditorium at Headquarters on 24, 26 and 27 September 1979, are being presented for National Photographic Interpretation Center personnel on 11 - 12 December at []. This program is planned as a one-time response to an NPIC request. (U/AIUO)

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15. Rehired Annuitants: See attached report. (S)

COMING EVENTS

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[redacted] of the Audit Staff advises that the 1979 audit of GEHA will be held during the month of February 1980. (U/AIUO)

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[redacted]
for Harry E. Fitzwater

Att

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EA/OD/Pers/[redacted] kav
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WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANTS
(5 - 11 December 1979)

ATTACHMENT

1. The following rehired civilian annuitant cases were processed as new hires:

DDA

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- Independent Contractor,
O/DDA, new hire effective
13 November 1979 (C)

DDO

- Contract Employee, SE
Division, new hire effective 3 December 1979 (S)

- Contract Employee, IMS,
new hire 10 Dec. 1979 (S)

2. The following rehired civilian annuitant case was terminated:

DDO

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- Independent Contractor, IAD,
terminated 21 November 1979 (S)

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